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*Wm for
spack*

29 April 1954

MEMORANDUM TO: Colonel White

1. Since the Annual Personnel Statistical Report prepared by the Personnel Office contains such a mass of data, I thought that you might wish to have summarized some of the more pertinent facts:

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a. At the beginning of 1953 the civilian T/O position strength of CIA was [REDACTED]. By the end of 1953 this number had been reduced by [REDACTED]. On the other hand, the civilian ceiling total at the start of 1953 was [REDACTED] and [REDACTED] by 31 December 1953 (a net reduction [REDACTED]). Therefore it is obvious that not only is there a wide gap between T/O and ceiling totals, but that the former was by no means reduced proportionately with the cut in ceiling during 1953.

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b. The average monthly separation rate during 1953 was 1.3. This was also the DD/A rate. The rates of the other major components were as follows:

DCI	-	2.5
OTR	-	1.6
DD/P	-	1.3
DD/I	-	1.3

c. Within the DD/A, the separation rates of the individual offices more or less conform to the general DD/A rate, except for the Medical Office. Because the size of the Medical Office is small, it takes only a few separations to push the rate up on an individual monthly basis. The same is true with respect to the Audit Office. In the latter case, however, this is compensated for by the fact that on some months there are no separations at all. In the Medical Office this does not apply, however (except for a month or so), with the result that the overall Medical separation rate is quite high in relation to the rest of the DD/A offices. The monthly average for Medical is 2.1. What the significance of this is not clear now, but I think we should carefully watch this year's separation reports. My feeling is that this higher figure reflects the temporary tenure of most of Dr. Tietjen's doctor personnel.

d. The civilian T/O, ceiling, and on-duty strength totals for DD/A, as of the end of 1953 were:

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T/O	-	[REDACTED]
Ceiling	-	[REDACTED]
On-Duty	-	[REDACTED]

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- e. The average age of CIA personnel is 33.3 years. 64.2 percent are under 35 years.
- f. The average grade for CIA is the equivalent of GS-8.5.

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